

# O'NEILL FAMILY HALL

## Assistant Rector Position Description

### Hall Description:

O'Neill Family Hall is home to approximately 270 undergraduates, 1 priest-in-residence, a rector and two graduate assistant rectors. O'Neill Hall opened during the 1996-97 school year. Our hall mascot is the "Angry Mob" which primarily draws its inspiration from the angry undergraduates who were moved from Grace Hall to O'Neill in 1996. We assure you that they are much happier now! O'Neill is known for its strong sense of community, especially within each of the seven sections of the hall. As a hall, we believe that we are truly a family! This begins with our Welcome Weekend and is carried on throughout the year. Perhaps this is best exemplified by section dinners. Every evening, guys go to dinner as an entire section. You don't see this sense of community in any other dorm on campus.



Our primary hall event is our weekly Sunday Mass, which is held every Sunday afternoon. In addition, the hall holds weekly hall government meetings which are used primarily to build a sense of community and plan programming for the hall. We also have an in-hall food service business called Spanky's that opens five days a week featuring breadsticks, pizza, chicken nugget and cookies. Campus wide signature events that we host include the "Miss ND" Pageant, "Recess" and "Spank O'lympics." See our website, [www.oneill.nd.edu](http://www.oneill.nd.edu), for more information on the dorm and these events.

### Location/Accommodations:

O'Neill is located on West Quad between McGlenn Hall (female) and Keough Hall (male). We are located just south of the South Dining Hall and Recker's, the only 24-7 dining facility on campus. O'Neill is located very close to the law school, DeBartolo Hall and the bookstore. The Assistant Rector rooms in O'Neill are among the largest and nicest on campus. Come see to learn more!

**Expectations:**

The ideal assistant rector candidate will have strong interpersonal skills and a desire to actively contribute to and help lead our hall community. He should be committed to his studies, but not overly committed to extra-curriculars that would detract from his life within the hall. He should be a man of faith and of high personal integrity and be ready and willing to encourage undergraduates in their own personal growth through accountability and mentorship. An important component of this job is presence within the hall, including leaving your door open to the residents of the hall, whenever practical.

**Specific duties include:**

- **Hall Staff:** each AR will rotate duty nights (8:00PM – 7:00 AM) with the other two head staff members; both ARs will participate in weekly hall staff meetings on Sunday evenings and attend weekly head staff lunch; each AR will be expected to be on duty for one of the three breaks (Fall, Spring or Thanksgiving/Easter break).
- **Administration:** both ARs will complete incident reports, programming proposals, maintenance requests and funding requests; they will also reconcile monthly receipts and assist with housing processes surrounding move-in, room picks and move-out.
- **Mentorship:** one AR will oversee weekly hall government meetings and is responsible for mentoring the hall president, VP, commissioners and committee chairs; the other AR is responsible for supervising student employees in the hall, running other hall programming and the weekly shopping for hall events.
- **Spiritual Life:** both ARs are expected to participate in the liturgical life of the hall, which includes attending Sunday Mass; one AR may also help plan and oversee the hall retreat and other faith-based initiatives, if interested.

If you are interested in this position or have any questions, please contact Fr. Chris Rehagen, CSC, Rector of O'Neill Hall. He can be reached at [crehagen@nd.edu](mailto:crehagen@nd.edu) or at 574-631-8774.